

Appendix E: Internship Plan Template



Lamar University – M.Ed. in Educational Technology Leadership

Internship Plan: Field-based Experience Activity (Internship Plan Template)

The Field-based Experience component of the Internship Plan is a brief, but specific document indicating your overall approach to the Internship program. The Internship is organized around eight ISTE Technology Facilitator Standards, the 33 Performance Indicators and the 78 Performance Tasks. Using this document, you will identify the field-based activities you will approach and indicate which of the eight ISTE Technology Facilitation standards and 33 Performance Indicators were addressed in each activity. You should also provide a brief description of each activity, resource person, and a completion date for each activity. This activity should be completed with and approved by your site mentor.

You are to plan at least one activity in each of the 33 Performance Indicators found in the text. If an activity is applicable to more than one performance indicator it must be identified under all applicable tasks. Also, clearly indicate, with an asterisk (*), which activity is the project(s) you will be leading during your Internship.

Use this chart to develop your Internship Plan for Part 1 of your Week 5 EDLD 5306 assignment. When you open this file, immediately save it as “*yourname_Draft Internship Plan*,” and work on this saved file as you revise and update your plan. To add more rows to this table, highlight the entire last row, right click, select “Insert”, and select “Insert Rows Below.”

Activity	ISTE Standard/ Performance Indicator (i.e., IV. A.)	Activity Summary	Resource Person	Projected Date of Completion
Participate in SALT Training. Provide training to SLP's	IV.A, IV.B	This a training on using a computer program to help SLP's analyze language samples. I will review the program with SLP's and demonstrate its use.	JoAnn Wiechmann Arnold Alanis	January 2010
Teacher Webpage	V.D	Set up teacher webpage provided by the district.	Arnold Alanis	August 2010
Assist teachers with basic technology skills at beginning of the school year.	I.A, VII.A	Help the new SUCCESS teacher with basic computer skills and show her how to use the network and student information systems.	Arnold Alanis	August 2010
Assist with technology training for new teachers.	I.A, II.A, V.C, V.C, VIII.D	Help train teachers new to the school on technology integration using their real lessons and available technology such as Microsoft Word, PP, Excel, and Publisher.	Arnold Alanis Celita Luna	September 2010
Create a video.	V.C, C.D	Create a video depicting what SLP's do and how they facilitate communication for special populations.	JoAnn Wiechmann Arnold Alanis	September 2010

Mizuni data input and teacher training.	I.B, IV.A, IV.B	Help intervention specialist input student data and provide training to classroom teachers on how to input student intervention data.	Maria Hernandez Arnold Alanis	October 2010
SLP training on technology integration.	III.A, III.B, III.C, III.D, III.E, VII.A, VII.B, VII.C	Develop and present a training on integrating Web 2.0 technology in speech therapy.	JoAnn Wiechmann Arnold Alanis	October 2010
Training- Assistive Technology and the SLP	V.A, V.B, VI.B, VI.C, VII.A, VII.B	Participate in the three part professional development addressing assistive technology and how it impacts speech language pathologists.	JoAnn Wiechmann Arnold Alanis	October 2010 November 2010 January 2011
Web Conference-bilingual issues	V.D, VII.B, VIII.D	Participate in a two part web conference addressing bilingual issues in speech therapy.	JoAnn Wiechmann Arnold Alanis	January 2011 February 2011
Discuss reading programs available for students with resource teacher.	VI.D	Meet with the resource teacher to discuss the various reading programs that are available and choose which one would best benefit students.	Arnold Alanis	January 2011
Provide training on Boardmaker and the Sprinboard. Provide follow-up training.	II.A, II.B, II.C, II.D, II.E, II.F, III.B, V.C, VI.B, VI.C, VI.E, VII.A, VII.C	Provide training to the self-contained class teacher on the use of assistive technology with their students. Particularly the use of the picture symbol program Boardmaker and the communication device Sprinboard.	Arnold Alanis	March 2011
GradeSpeed training.	V.C	Meet with administrator to be trained on GradeSpeed.	Naomi Clements Arnold Alanis	April 2011
Online professional development- Technology Planning, Policies, and Procedures	III.E, V.A, V.C, VI.A, VII.B, VIII.C, VIII.D	Participate in an online training addressing national, state, and local technology standards and policies.	Arnold Alanis	April 2011